

**Document Header Information**

Document Type:	Vch	Document Name:	VCH187797
Travel Authorization Number:	TAA05XI3	Trip Name:	Lake Champlain ECHO Center Event with Senator Leahy
TA Date:	06/06/18	Currency:	USD
Organization:	EPAR01ORA	Current Status:	PAID
Purpose:	2-INFORMATIONAL MEETING	Document Detail:	To make remarks at Lake Champlain event with Senator Leahy. Only hotel accommodations are needed; please note Sean Dixon will accompany to event on Monday morning and will drive Alex back to Boston via GOV. Alex will arrive in Burlington Sunday night on her own.
Type Code:	TEMPORARY DUTY		

**Traveler Profile**

Name:	DUNN, ALEXANDRA D	TID:	02335525
Organization:	EPAR01ORA	Duty Station:	
Card:	NO ADVANCE	Office Address:	5 Post Office Square Suite 100  Boston, MA 01209
EMAIL:	dunn.alexandra@epa.gov	Office Phone:	617-918-1012

**Document Information**

Trip Number: 1				
Purpose:		To make remarks at Lake Champlain event with Senator Leahy. Only hotel accommodations are needed; please note Sean Dixon will accompany to event on Monday morning and will drive Alex back to Boston via GOV. Alex will arrive in Burlington Sunday night on her own.		
Itinerary Locations				
From	To	Itinerary Location	Purpose	Per Diem Rates
06/03/18	06/04/18	BURLINGTON, VT	2-INFORMATIONAL MEETING	132.00 / 64.00

**Document Totals**

Total Expenses:	265.93
Reimbursable Expenses:	265.93
Non-Reimbursable Expenses:	.00
Advance Applied:	.00
Net to Traveler:	96.00
Net to Government:	.00
Pay to Charge Card:	169.93

**Document Totals by Expense Category**

Expense Category	Cost	Advance Amount
Com. Carrier	7.66	.00
Hotel Tax	15.52	.00
Lodging-PerDiem	132.00	.00
M&IE-PerDiem	96.00	.00
Transaction Fees	14.75	.00
Total Expenses:	265.93	.00

**Trip 1 Details****Reservations Summary**

Reservation Type	Vendor	Ticket#	Location	Cost
LODGE	Hilton	1004219792	Burlington,VT	132.00

**Trip Itinerary**

No Itinerary Available

**Expenses**

Trip#: 1		Total Non-Per Diem Expenses: 37.93		Total Per Diem Expenses: 228.00	
Date	Description	Category	Cost	Pay Method	Per Diem
05/29/2018	Travel Fee	Com. Carrier	7.66	GOVCC	
Comment: OTRS Domestic-Intl w-o Air-Rail _Lodging and-or Car Only_					
06/03/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	15.52	GOVCC	
06/03/2018	Lodging	Lodging-PerDiem	132.00	GOVCC	*
Comment: Conf Num: (b) (6) Cmt:					
06/03/2018	M&IE	M&IE-PerDiem	48.00	PERSONAL	*
06/04/2018	M&IE	M&IE-PerDiem	48.00	PERSONAL	*
06/06/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

**Per Diem Allowances**

Trip#: 1 Total Per Diem Allowances: 228.00

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B L D	Conf%
06/03/2018	132.00/ 64.00	132.00	132.00	48.00	48.00		
06/04/2018	132.00/ 64.00	0.00	0.00	48.00	48.00		

**Payment Detail Information**

Organization	Label	Accounting String	Payment Method	Amount
EPAR01ORA	17 ORA-B1	AAT.20172018.B.01A.ZZZME8.ME010100.	GOVCC	169.93
EPAR01ORA	17 ORA-B1	AAT.20172018.B.01A.ZZZME8.ME010100.	PERSONAL	96.00

**Totals by Label**

EPAR01ORA 17 ORA-B1 Total AAT.20172018.B.01A.ZZZME8.ME010100. 265.93

**Totals by Payment Method**

GOVCC Total 169.93  
PERSONAL Total 96.00

**Document History 07/09/2018 Vch: VCH187797**

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STATUS	DATE	TIME	SIGNATURE NAME	REASON
CREATED	06/06/2018	2:13PMEST	TRUONG, VINH	
PREPARED	06/06/2018	2:16PMEST	TRUONG, VINH	
SIGNED	06/11/2018	9:05PMEST	DUNN, ALEXANDRA D	
AUTHORIZED	06/12/2018	3:19AMEST	JOHNSON, ARTHUR Vincent	
VOUCHER APPROVED	06/13/2018	11:34AMEST	SULLENDER, KATHRYN A	
PENDING	06/13/2018	11:34AMEST	SYSUTILITY	
OFFSETTING OBLIGATED	06/13/2018	1:38PMEST	One, EAI User	
PENDING	06/13/2018	1:38PMEST	One, EAI User	
PAID	06/14/2018	2:33AMEST	One, EAI User	

I certify that the electronic signatures listed above are valid and on file

SIGNED DATE

**Document Signatures**

Traveler/Preparer Name: \_\_\_\_\_  
Traveler/Preparer Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Approver Name: \_\_\_\_\_  
Approver Signature: \_\_\_\_\_  
Date: \_\_\_\_\_